

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
June 9, 2008
Northfield High School Media Center

- I. Call to Order.
Chairperson Kari Nelson called the regular meeting of the Board of Education of Independent School District 659 to order at 7:05 p.m. Berthelsen was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Cirksena, seconded by Hargis, the minutes of the Regular School Board meeting held on May 27, 2008, were approved.
- V. Announcements and Recognitions
- The Board expressed its sympathy to the family of Jean Boardman who died on June 1st. Jean was a social worker in the Northfield School District beginning with the 1989-1990 school year. She retired at the end of the 2000-2001 school year. In November 2002, Jean was elected to the Northfield Board of Education. Her term of office began in January 2003, but in August 2005, she resigned due to health concerns. Jean touched the lives of many people throughout the school district and she will be deeply missed.
 - Chairperson Nelson expressed appreciation to School District staff for another good school year. She particularly acknowledged the Bridgewater staff for accommodating the complex transportation schedule that was developed during the budget reduction process. She also thanked the residents of the School District for approving the levy referendum in 2006, which allowed the District not to make further cuts in programs.
- VI. Items for Discussion and / or Reports
1. TORCH Program Update.
High School Assistant Principal Marnie Thompson and TORCH Coordinator Beth Berry provided an update to the Board. The TORCH program currently serves 167 students in Middle and High School. Many of the students are ESL students or live in households with no previous college experience. Some of the activities include college visits, opportunities for leadership, practice taking tests, etc.
 2. ESL Program Modifications Update.
Dr. Gary Lewis provided an update on the powerful impact that an additional 2.0 FTE of ESL instructors will have on the ESL services for the 2008-09 school year. He presented the specific instructional strategies that will be implemented with additional staff in place. Also being planned are options for enhanced assessment and kindergarten programming, as well as intensive staff training to support regular education and ESL teachers in linking language and content and in supporting co-teaching strategies.
- VII. Superintendent's Report
- A. Items for Individual Action
1. Proposed Budgets for All Funds.
On a motion by Stratmoen, seconded by Cirksena, the Board approved the 2008-09 budgets as presented below:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$ 35,714,282	\$ 33,493,232

Operating Capital and Health and Safety	2,047,259	2,237,039
Food Services	1,795,937	1,768,071
Community Services	2,245,279	2,193,380
Construction	25,600	300,000
Debt Service	5,912,619	5,796,717
Trust	37,000	41,500
<u>Dental</u>	<u>414,042</u>	<u>379,492</u>
Total	\$48,192,018	\$46,209,431

2. Easement Agreement with the City of Northfield.

On a motion by Hager, seconded by Hargis, the Board approved the Easement Agreement with the City of Northfield to remove a bridge and install a culvert over a small creek to the North of the Greenvale Park property.

3. Charter School Contract Between the Northfield Public Schools and Prairie Creek Community School.

On a motion by Hager, seconded by Cirksena, the Board approved a three-year sponsorship contract with Prairie Creek Community Charter School beginning with the 2008-09 school year.

4. Resolution Proposing to Place Tenured License Staff on Unrequested Leave of Absence.

On a motion by Stratmoen, seconded by Smith, the Board approved the Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence as detailed below. Voting 'yes' were Hargis, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.' Berthelsen was absent.

Angela Ekern, Art Teacher, 0.87 FTE

This action was taken with the understanding that Angela Ekern, Art Teacher, will be offered a 0.7 FTE contract with a 0.3 LOA for the 2008-09 school year.

5. Resolution Establishing Dates for Filing Affidavits of Candidacy.

On a motion by Hager, seconded by Cirksena, the Board approved the Resolution Establishing Dates for Filing Affidavits of Candidacy as presented. Voting 'yes' were Hargis, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.' Berthelsen was absent.

B. Items for Consent Grouping.

High School Principal Joel Leer provided clarification on the changes to the 2008-09 High School handbook, specifically the language relating to cell phones, student dress policy and graduation/commencement.

On a motion by Cirksena, seconded by Hager, the Board approved the following items listed under the Consent Grouping.

1. High School Overnight Trips for 2008-2009.

2008-2009 overnight field trips for Northfield High School, co-curricular overnight trips and the 2009 ALC trip to the Boundary Waters Canoe Area were approved.

2. Family/Student/Co-Curricular Handbooks for 2008-09.

The Family Handbook for the elementary schools, the Student Handbooks for the High School, Middle School, and the Area Learning Center and the Co-Curricular Activities Handbook for the 2008-2009 school year were approved with the changes presented. These handbooks carry the force of school board policy.

3. Student Citizenship Handbook.

The Student Citizenship Handbook for 2008-2009 was approved with the only change being under Gang/Threat Group Activity with the addition of wearing colors being prohibited.

4. Acceptance of United Way Grant.

The Board accepted the \$55,000 grant from the Northfield Area United Way for the following programs in the amounts specified for the time period July 1, 2008 – June 30, 2009: Family School (\$7500), Bridges to Kindergarten (\$13,500) and PLUS (\$34,500).

5. Personnel Items.

a. Appointments**

1. Deanna Schuette, Food Service Manager II at the Middle School, for 7.5 hours per day, beginning August 12, 2008, hourly rate of pay subject to revision when negotiations have been completed.
2. Rebecca Closson, Food Service Associate I at the High School for 3.75 hours pr day, beginning August 12, 2008, hourly rate of pay subject to revision when negotiations have been completed.
3. Laura Little, Food Service Associate I at the Middle School for 3.0 hours per day, beginning August 12, 2008, hourly rate of pay subject to revision when negotiations have been completed.
4. Kelly Maroney, Recreation Programming Intern from May 28, 2008 through August 29, 2008, \$13.08 per hour.
5. Jennifer Winterfeldt, Youth Coordinator, full-time, 240 days/year, beginning June 29, 2008, \$37,980 pro-rated for 2007-08, and subject to revision when negotiations for 2008-10 are completed.
6. Ashley Northrup, School Psychologist, pending issuance of MN School Psychologist license beginning with the 2008-09 school year, MA-0.*
7. Jamie Rausch, Special Education Resource Room at Greenvale Park, pending issuance of MN teaching license, beginning with the 2008-09 school year, BA lane, step 0.*
8. Community Services Summer PLUS Program at the Middle School. There are no benefits with these temporary positions.
 - Elizabeth Lyon, Site Leader, 6.0 hours/day, 6/20/08-7/31/08, \$13.08/hour.
 - Dee Tomzcik, Site Leader, 6.0 hours/day, 6/20/08-7/31/08, \$13.35/hour.
 - Kristin Basinger, Site Assistant, 5.0 hours/day, 6/6/08-7/31/08, \$10.77/hour.
 - Jamie Becker, Site Assistant, 5.0 hours/day, 6/6/08-7/31/08, \$10.50/hour.
 - Jenna Christians, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Luis Diaz, Site Assistant, 6.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Anna Hefer, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Laurel Kallman, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Bonnie Klamm, Site Assistant, 5.0 hours/day, 6/20/08-7/31/08, \$11.05/hour.
 - Mary Kleingarn, Site Assistant, 5.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Courtney Olson, Site Assistant, 6.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Kylie Otte, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Josh Samuels, Site Assistant, 5.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Brenda Starin, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Aaron Stauffer, Site Assistant, 6.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Laura Willgohs, Site Assistant, 3.5 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Samantha Young, Site Assistant, 5.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
 - Jesus Vega, Site Assistant, 5.0 hours/day, 6/20/08-7/31/08, \$10.50/hour.
9. Heather Olivier, 0.8 Orchestra Teacher at the High School/Middle School beginning with the 2008-09 school year, MA-1*.
10. Rebecca Young, 0.8 FTE Orchestra Teacher at the Elementary Schools beginning with the 2008-09 school year pending issuance of a MN teaching license, BA-0*.

11. Joanne Larson, Middle School Summer PLUS Program Site Assistant, for 5.0 hours per day, from June 20, 2008 – July 31, 2008, \$10.50/hour. There are no benefits with this position.
 12. Ryan St. John, Site Instructor for Summer Ventures at Longfellow, 7.0 hours/day, 6/6/08-8/22/08, \$11.80/hour. There are no benefits with this position.
 13. Zach Vanek, Site Assistant for Summer Ventures at Longfellow, 7.0 hours/day, 6/6/08-8/22/08, \$10.50/hour. There are no benefits with this position.
 14. Kasha Kluczny, Special Education SLD Resource Room Teacher at Bridgewater Elementary School beginning with the 2008-09 school year, pending issuance of a MN SLD teaching license, BA-0*.
 15. 2008 Elementary Summer PLUS Program – 12.0 hours/week, June 23 – July 31, 2008.
Daniel Rohr, Renee Rasmussen , Joan Lizaola
 16. Sarah Foulks, Teacher Deaf/Hard of Hearing for Special Ed Summer School, 6/9/08-8/22/08, hourly rate based on BA-0.
 17. 2008 Community Services Bridges to Kindergarten Program, July 28, 2008 – August 21, 2008, 46 hours per teacher at an hourly rate of pay based on years in Northfield as per NEA Agreement.
Christa Anderson, Tari Atchison, Lyndsey Downs, Stella Gilbertson, Gretchen Heil, Dawn Knutson, Amanda Schrader, Sheri Senn, Lahna Tran, Sarah Yantzer.
- b. Retirements/Resignations
1. Angela Timperley, High School Educational Assistant, resignation effect at the end of the 2007-08 school year.
 2. Kathryn Ades, Building Nurse, resignation effective June 1, 2008.
 3. Richard Hollenback, declined the Food Service position.
 4. Joshua Holm, resignation from Educational Assistant position effective June 5, 2008.
 5. Hannah Basinger, Special Ed Educational Assistant at Bridgewater, resignation effective June 5, 2008.
 6. Jennifer Rudolph, Special Ed Teacher at Bridgewater, resignation effective June 5, 2008
 7. Sheri Senn, Hand in Hand Preschool Teacher, resignation effective June 6, 2008. Will teach in Summer Bridges to Kindergarten Program.
 8. Grace Horne, Special Ed Educational Assistant, last day of work was May 23, 2008.
- c. Advancement of Probationary Teachers
1. Lisa Weis, due to leave of absence for 2007-08, 1st year probationary list for 2008-09.
- d. Voluntary Reduction in Contract Time
1. Carol Benson, voluntary reduction in contract time from .72 to .7 beginning with the 2008-09 school year.
- e. Leave of Absence
1. Pamela Roberts, medical leave of absence beginning June 4, 2008 through approximately September 4, 2008.
- f. Returning from Leaves of Absence beginning with the 2008-09 School Year
- Kristen Cade, Bridgewater Elementary Teacher
 - Stephen Cade, High School Spanish Teacher
 - Kim Slegers, High School Health Teacher
 - Katie Parks, Sibley Grade 2 Teacher
 - Dawn Jandro, Sibley Grade 4 Teacher

Karna Hauck, Art Teacher (0.3 regular contract and 0.05 long-substitute for 08-09)

*Lane placement subject to verification by Professional Growth Committee.

** Conditional offers of employment are subject to successful completion of a criminal background check

VIII. Items for Information

1. 2008 School Board Elections Filing Dates – July 1-15.

The period for filing affidavits of candidacy for the office of school board for the Northfield School District will begin on Tuesday, July 1, 2008 and will close on Tuesday, July 15, 2008, except for Thursday and Friday, July 3rd and 4th, when the District Office will be closed. An affidavit of candidacy must be filed in the School District Office and the \$2 filing fee paid prior to 5 pm on July 15, 2008. An election will be held on November 4, 2008. Paul Hager and Wendy Smith have said that they will not run for re-election.

IX. Future Meetings

Monday, June 23, 2008, 7:00 PM, Work Session, Northfield High School Media Center

Monday, July 14, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, August 11, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, August 25, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Hager, the Board adjourned at 8:35 PM.

Katy Hargis, Clerk